

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

17 OCT 20 AM 11:22

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Western Caucus Foundation

Private Sponsor(s) (list all): _____

Travel date(s): August 15, 2017

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	\$950	N/A	3 @ \$10=\$30	

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	N/A	N/A	N/A	N/A

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): We departed Anchorage via charter flight for facility and site tours: Alpine, N. Slope, Prudhoe Bay all w/ briefings. Arrived back in Fairbanks via charter flight for tours

10/20/17

(Date)

Chafer Stanley

(Printed name of traveler)

(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

10/20/17

(Date)

(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATIONRECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

2017 OCT 20 PM 3:51

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Chafer Neil Stanley

Name of Traveler: _____

Sen. Tom Cotton

Employing Office/Committee: _____

Western Caucus Foundation

Private Sponsor(s) (list all): _____

August 15, 2017

Travel date(s): _____

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Alaska, United States (Prudhoe Bay/ANWR/Deadhorse)

Destination(s): _____

Explain how this trip is specifically connected to the traveler's official or representational duties:

The purpose of this trip is to educate attendees on natural resource and environmental issues facing Alaska and the nation as they relate to the state of Arkansas. This falls under my portfolio as Senator Cotton's Legislative Correspondent for natural resources, environmental issues, forestry, and related issues.

Name of accompanying family member (if any): noneRelationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

July 17, 2017
(Date)

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Tom Cotton

Chafer Stanley

I, _____ hereby authorize _____
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

July 17, 2017
(Date)

(Signature of Supervising Senator/Officer)

F O U N D A T I O N

THE HONORABLE PAUL GOSAR
HONORARY CO-CHAIR

August 14 to 17 (Optional early and late arrival tours)

DRAFT AGENDA

Friday, 18th **OPTIONAL Day 5: Travel Anchorage to Girdwood to Seward;
Girdwood to Portage to view Portage glacier briefing from USFS
Portage to Seward and overnight in Seward
Dinner in Seward w/ Rep. Don Young
RON Seward**

***Itinerary subject to change. Agenda will be updated periodically with additional information.

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): WESTERN CAUCUS FOUNDATION (WCF)
2. Description of the trip: EDUCATION ON NATURAL RESOURCES IN ALASKA
AS RELATED TO WESTERN CAUCUS PRIORITIES ISSUES IN
THEIR STATE.
3. Dates of travel: 8/15
4. Place of travel: NORTH SLOPE OF ALASKA.
5. Name and title of Senate invitees: ATTACHED.
6. I ~~certify~~ that the trip fits one of the following categories:
 - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
 - OR
 - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I ~~certify~~ that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

AND

☒ I ~~certify~~ that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I ~~certify~~ that:
 - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
 - AND
 - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

OR

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

-OR-

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

- 12. Briefly describe the role of each sponsor in organizing and conducting the trip:**

THE WCF ORGANIZED THE TOUR.

- 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:**

THE WCF IS A NON-PROFIT EDUCATION ORGANIZATION THAT FOCUSED ON WESTERN ISSUES AND RELATED FEDERAL POLICIES.

- 14. Briefly describe each sponsor's prior history of sponsoring congressional trips:**

N/A

SECRET

THE WESTERN CAUCUS FOUNDATION ORGANIZES
BRIEFINGS, ROUNDTABLES, SOCIAL MEDIA OUTREACH, & OTHER
EDUCATIONAL ACTIVITIES IN DC & ACROSS THE WEST.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="checked" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$ 900			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

B.

18. Reason for selecting the location of the event or trip

TO SEE OIL & GAS RESOURCE DEVELOPMENT ON THE
NORTH SLOPE OF ALASKA, WHICH PROVIDES ENERGY FOR
WESTERN STATES.

19. Name and location of hotel or other lodging facility:

20. Reason(s) for selecting hotel or other lodging facility:

- 21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:**

N/A

- 22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:**

COACH SEAT IN A CHARTERED PLANE AS THERE ARE NO
SCHEDULED AIRLINE FLIGHTS NOR ROADS TO TOUR LOCATIONS.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

- 24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:**

NONE

25. I hereby *certify* that the information contained herein is true, ~~complete and correct~~. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:

Name and Title: DARRELL HENRI, EXECUTIVE DIRECTOR

Name of Organization: WESTERN CAUCUS FOUNDATION

Address: 400 N. CAPITOL ST. NW #382, WASHINGTON, DC 20001

Telephone Number: 202-228-1330

Fax Number:

E-mail Address: INFO@WESTERNCAULIFOUNDTION.ORG

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F O U N D A T I O N

THE HONORABLE PAUL GOSAR
HONORARY CO-CHAIR

UNITED STATES DEPARTMENT OF JUSTICE



Overview

Alaska trip attendees:

We're looking forward to you joining us for our event in Alaska. It is the largest field event we've held to date, and the most exciting itinerary.

Here are the top line notes you should know:

- Dress for event: fall casual, not summer, it can be cold in Alaska, especially on the North Slope.
- Bring closed toe shoes for field tours.
- BP recommends for the North Slope Tour: "Due to extreme and unpredictable weather, dress for winter conditions (parka, boots, gloves and hat). Attire is casual; jeans, sweater and comfortable walking shoes or boots with slip resistant soles are required."
- Due to increased security, BP requires picture I.D. in English is required for all visitors traveling to any North Slope facilities operated by BP and must be carried always during visit.
- Bring an overnight bag or day pack for the North slope portion of the tour – need to pack light for the flights – no baggage other than a light carry on or back pack will be allowed past Fairbanks on Tuesday. You can check your larger luggage at the hotel in Anchorage.
- When you arrive in Alaska, you will have a group leader who will help with questions...and make sure everyone is accounted for on the planes and buses.
- Additional trip information will be provided when you get to your hotel in Anchorage on Monday.
- Lastly, keep an eye on the weather!

Please find included in this packet of information:

Schedule
Attendee List
Packing List
Maps of Alaska

Key Contacts:

Darrell Henry	202-487-8727 (please text if you get v-mail)
Jeff Small	303-961-9610
Leslie Forti	202-595-4758

Darrell Henry | Executive Director
Western Caucus Foundation | www.westerncaucusfoundation.org
400 N. Capitol St. | #382B | Washington, DC 20001
Cell: 202 487 8727 | Email: info@westerncaucusfoundation.org

Thursday, 17th

Alaska Economic and Rural Development
Natural Resources; Energy, Mining, Fishing,
Forests, Land & Water
Alaska native corporations & land issues

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Attendee List

Name (Last First)	Office	Title
<u>House</u>		
Rep. Paul Gosar	Congressman Paul Gosar	Congressman
Rep. Dan Newhouse	Congressman Dan Newhouse	Congressman
Rep. Amata Coleman Radewagen	Congresswoman Amata Radewagen	Congresswoman
Rep. Bruce Westerman	Congressman Bruce Westerman	Congressman
Belair, Brendan	Congressman Doug Collins	
Block, Molly	House Committee on Natural Resources	Press Secretary
Bornstein, Jake	Congressmna Ken Buck	Legislative Assistant
Brown, Nicholas	Congressman Jody Hice	Legislative Assistant
Burkham, Cody	Congressman Bruce Westerman	Legislative Assistant
Vander Voort, Faith	Congressman Paul Gosar	Press Secretary & Digital Director
Cornett, Bobby	Congressman Trent Franks	Deputy Chief of Staff
Day, Pamela	Congressman Don Young	Chief of Staff
DeFilippis, Mike	Congressman Don Young	Legislative Assistant
Foti, Leslie	Congressmna Paul Gosar	Director of Scheduling and Admin.
LaBorde, Kate	Congressman Andy Biggs	Legislative Director
Leander, Tommy	Congressman David Schwelkert	Legislative Assistant
Lincoln, Jack	Congressman Doug LaMalfa	Legislative Assistant
Moeglein, Vivian	Congressman Bruce Westerman	Chief of Staff
Newell-Kinsman, Martha	Congressman Don Young	Knauss Fellow
Pugh, Adam	Congressman McClintock	
Robertson, Ritika	Congressmna Ken Buck	Chief of Staff
Shelton, Ashley	Congressmna Rick Crawford	Legislative Assistant
Shuckerow, Matthew	Congressman Don Young	
Small, Jeff	Congressional Western Caucus	Executive Director
Spannagel, Mark	Congressman Doug LaMaifa	Chief of Staff
Stopp, Mike	Congressman Markwayne Mullin	Chief of Staff
Van Flein, Tom	Congressman Paul Gosar	Chief of Staff
Wiser, Devin	Congressman Rob Bishop	Chief of Staff
Ybarra, Cesar	Congressman Andy Biggs	Legislative Assistant
<u>Senate</u>		
Andrews, Mike	Senate Indian Affairs	Staff Director
Ashley, Brandon	Senate Indian Affairs	
Burkett, Rachel	Senator Jim Risch	
Minton, Kaylin	Senator Jim Risch	
Daigle, Nicole	Senate Energy Committee	Communications Director
Miller, Sophie	Senator Daines	Legislative Aide
Stanley, Chafer	Senator Tom Cotton	
Thacker ,Meghan	Senate Western Caucus	Sr. Policy Advisor
<u>Industry</u>		
Galvin Joan	Feld Entertainment	
Moyers, Leigh	Feld Entertainment	
Reavy, Richard	Cloud Peak Energy (ground only)	
<u>Western Caucus Foundation</u>		
Henry, Darrell	Western Caucus Foundation	Executive Director

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ATTENDEE LIST & GROUPING
Anchorage / Alpine / Dead horse/ ANWR / Fairbanks

Group 1 – Alpine/Deadhorse

1. Rep. Paul Gosar
2. Rep. Dan Newhouse
3. Rep. Amata Coleman Radewagen
4. Rep. Bruce Westerman
5. Block Molly
6. Vander Voort Faith
7. Cornett Bobby
8. Moeglein Vivian
9. Robertson Ritika
10. Small Jeff
11. Spannagel Mark
12. Stopp Mike
13. Van Flein Tom
14. Wiser Devin
15. Miller, Sophie
16. Thacker Meghan

***group 3 (on plane 2) will join this group for Deadhorse tour.**

Group 2 – Deadhorse Prudhoe Bay Tour

1. Ashley Brandon
2. Belair, Brendon
3. Bornstein Jake
4. Brown Nicholas
5. Burkham Cody
6. Foti Leslie
7. LaBorde Kate
8. Leander Tommy
9. Lincoln Jack
10. Pugh, Adam
11. Shelton Ashley
12. Shuckerow, Matthew
13. Ybarra, Ceaser

Plane 2 - Group 3 to Deadhorse via Alpine (Picking up Group 1)

1. Andrews, Mike
2. Burkett Rachel
3. Minton Kaylin
4. Daigle, Nicole
5. Stanley Chafer
6. DeFilippis, Mike
7. Darrell Henry

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Due to increased security, picture I.D. in English is required for all visitors traveling to any North Slope facilities operated by BP and must be carried always during visit. Due to extreme and unpredictable weather, dress for winter conditions (parka, boots, gloves and hat). Attire is casual; jeans, sweater and comfortable walking shoes or boots with slip resistant soles are required. It is the policy that drugs, alcohol and firearms are strictly prohibited on BP property.

- Full length pants
- Closed toe shoes
- NO tank tops

United States Senate

SELECT COMMITTEE ON ETHICS

August 11, 2017

Chafer Neil Stanley
Office of Senator Tom Cotton
United States Senate
Washington, DC 20510

Dear Mr. Stanley:

This responds to your recent correspondence concerning an invitation you received to travel to the Alaska North Slope, on August 15, 2017, sponsored by the Western Caucus Foundation (WCF). WCF certified to the Select Committee on Ethics (the Committee) that it will pay the *necessary expenses*¹ related to the travel and that it is neither a lobbyist, nor lobbying firm, nor an agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. WCF has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist will accompany you at *any point throughout your trip*.²

Based on information and materials available to the Committee, and assuming the actual travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip **may be accepted** under relevant Senate Rules and the Committee's *Regulations and Guidelines for Privately-Sponsored Travel*, so long as at the time of the payment or reimbursement, WCF is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

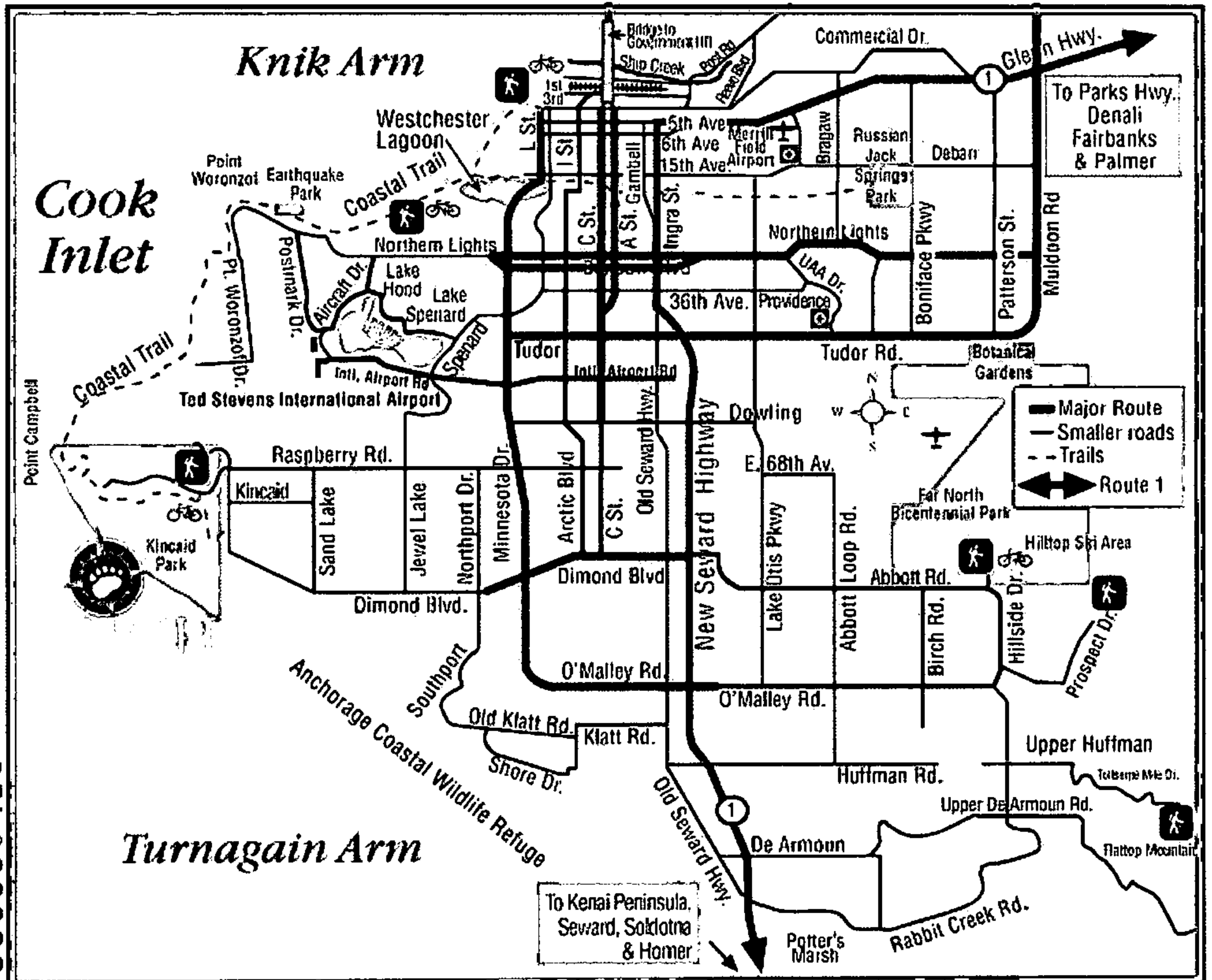
Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel*

¹ The term “necessary expenses” has a specific definition. See *Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

² The term “any point throughout your trip” has a specific definition. See *id.* at 2.

[illegible]

Alaska Maps



Airport-SWD



9

Schwann Ave

Jesse Lee Dr
Bear Dr

Leifer Rd

Alameda Rd

Marathon Dr

Port Ave

Phoenix Rd

9

Dairy Hill Ln

4th Ave

Ravine St

Chamberlain Rd

4th Ave

B St

A St

Monroe St

Second Ave

3rd St

9

5th Ave

6th Ave

Seward
Waterfront
Lodging

Seward

Adams St

Brownell St

Railway Ave

Google

Alaska SeaLife Center



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The undersigned and/or any below listed minor(s) will be visiting properties or operations owned or controlled by Fairbanks Gold Mining, Inc. or its affiliates (together "Company") and has agreed, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, to be bound by the following terms.

ACKNOWLEDGEMENT AND ASSUMPTION OF RISK.

INDEMNIFICATION.

I have read and fully understand the foregoing and understand that I am giving up substantial rights by signing below. I am the parent or legal guardian of any below listed minor(s) and have full and complete authority to sign this instrument and make it fully binding with respect to said minor(s).

Signature

Printed Name

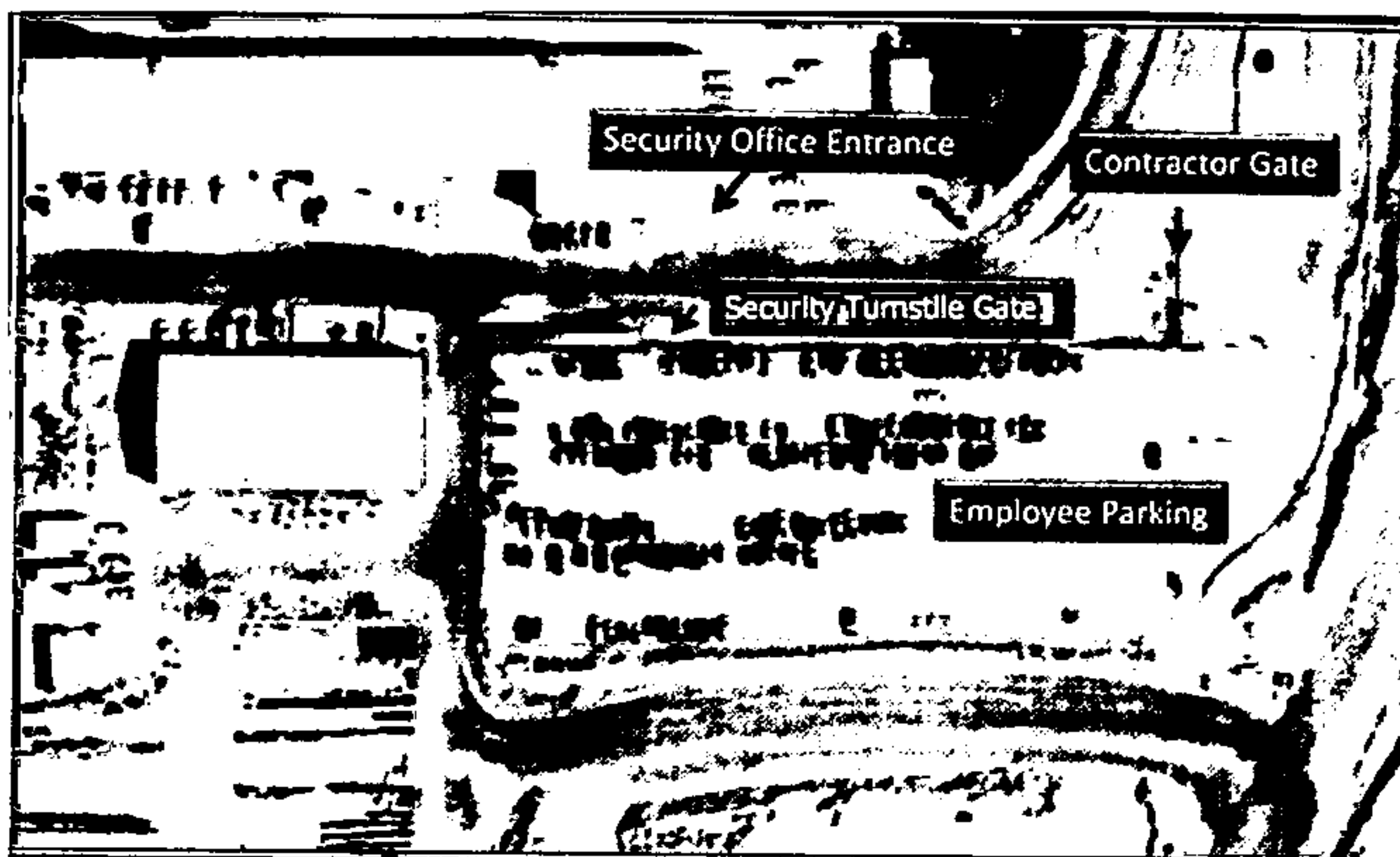
Date

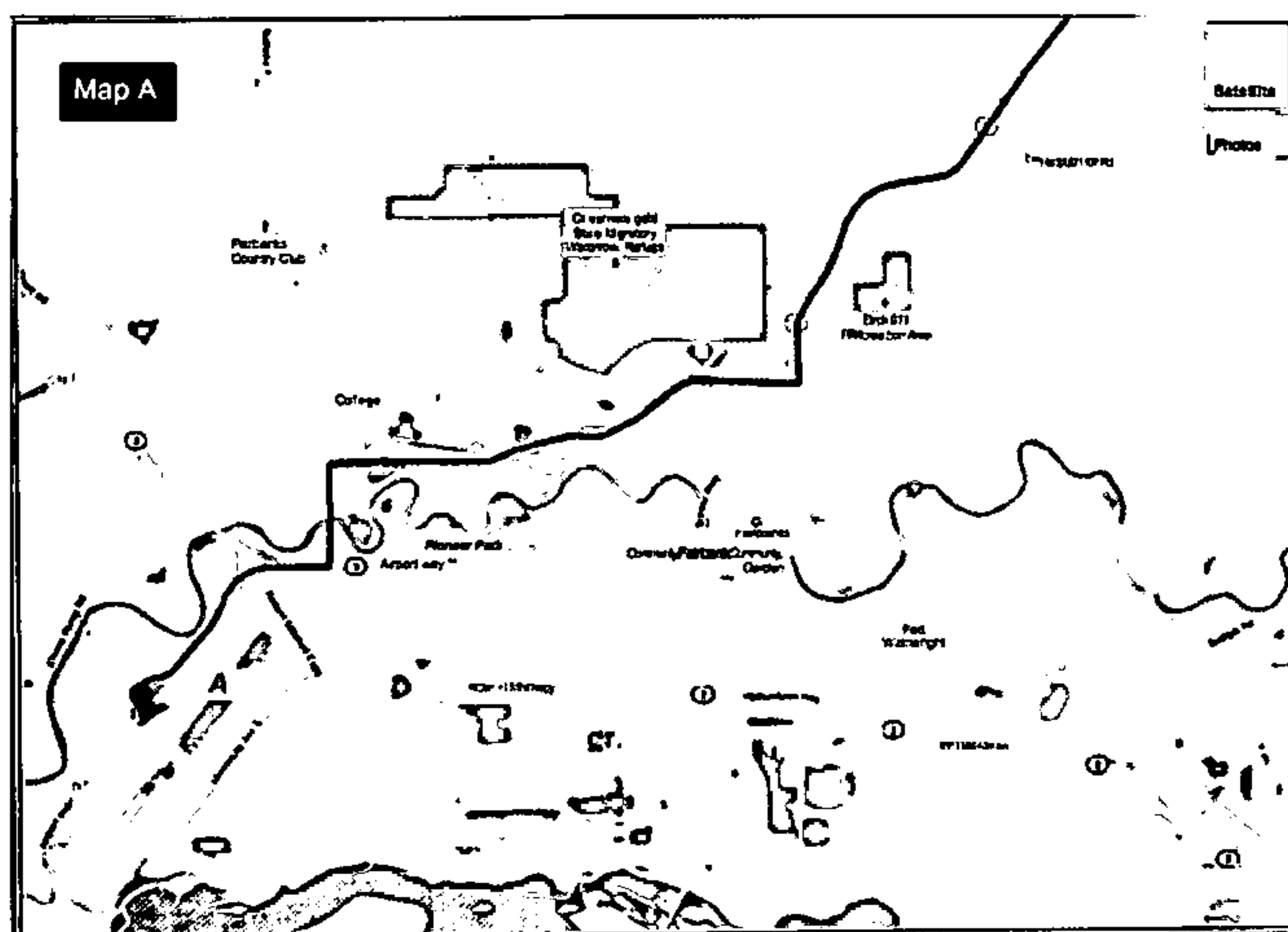
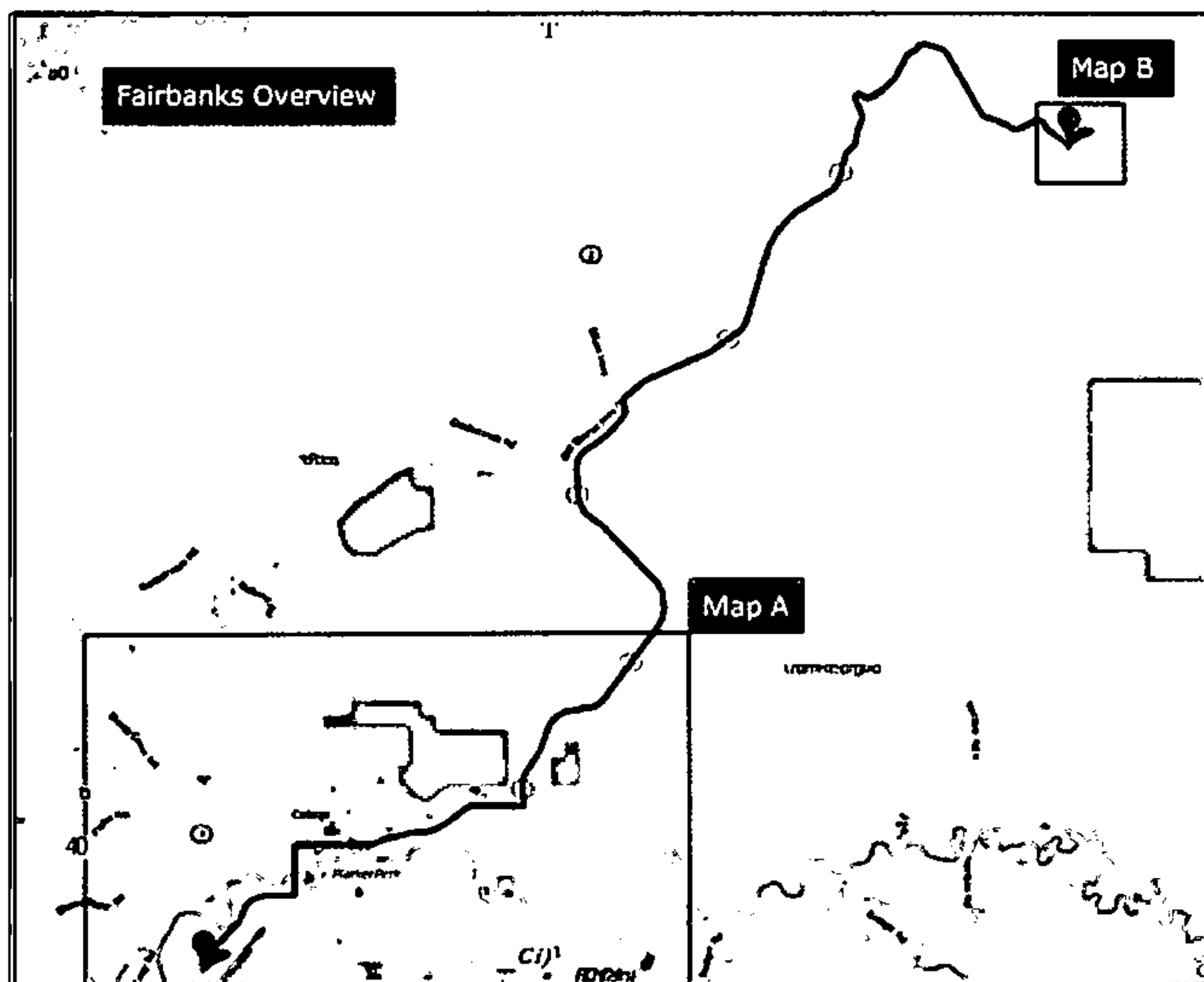
Listing of Minor(s): _____

Directions to Kinross Fort Knox Mine

Directions (see map below):

1. Take the Steese Highway north toward Fox.
2. At Fox, just before the weigh station, the Steese Highway tees; take the exit to the right.
3. From that turn, continue on for 8.5 miles up the Steese Highway until you see a large
4. green sign on your right for Twin Creek Road.
5. Twin Creek Road is an unpaved access road owned by Fort Knox, please obey all traffic
6. signs. Note: There are hair-pin turns to be aware of, so drive using caution.
7. Continue through the first tunnel, second tunnel, and under a large overhead conveyor .
8. **Continue to the end of the road and turn right just before entering the employee parking lot.**
9. Push the button at the gate to speak to a security officer. Please state your name and the person or department that is expecting you.
10. Security will then unlock the gate granting you access to the site. Welcome!





॥ श्री गणेशाय नमः ॥